



**CITY OF SAN BRUNO
CITIZEN'S CRIME PREVENTION COMMITTEE**

Minutes

**September 12th, 2013 - 7:00 p.m.
San Bruno City Hall - 567 El Camino Real
Capuchino Conference Room #113**

1. **Call to Order:** Chair Riechel called the meeting to order at 19:05
2. **Roll Call:** (quorum = 4) Present: Nawied Amin, Frank Deering, Roberto Donlucas, Peter Carey, Robert Riechel, & Officer Daryl McCoy. Excused: Brandon Lau and Sehar Muzaffar. Guests: Chief of Police Neil Telford and Councilman Rico E. Medina
3. **Approval of Minutes:** Minutes of August 8th, 2013 meeting.
Nawied Amin moved and Peter Carey seconded the motion to approve the minutes for the August 8th 2013 meeting as approved by the SBPD and circulated. Motion passed.
4. **Communications & Announcements:** The Chief thanked the committee for participating in the recent distribution of the Emergency Contact update request forms.

In answer to a question of when might the bike patrol be back, the answer was given that updated training is needed first.

Councilmember Rico E. Medina will discuss with City Manager Connie Jackson the question: "Could the Committee publish some of our crime tips in an upcoming issue of FOCUS?"
Committee member Deering advised he will miss the October meeting.

5. **Staff Reports:** None
6. **Public Comment on items not on the agenda**

Note: The State's Brown Act prohibits discussing or acting upon any matter not on the agenda pursuant to State Law. It is the Committee's policy to refer matters raised in this forum to committee member(s) for review and/or action where appropriate or to place the item on an agenda for a future meeting.

No one desired to speak under this item.

7. **Business:**

- a. **Neighborhood Watch** – Officer Daryl McCoy reported that Kris Gonzales is finalizing 2 NHW groups in her area. Also, the Linden Avenue group has completed their organization; therefore their request for assistance has been completed.
- b. **Crime Tips** – After a discussion, the Halloween Safety Tips – Slide A was approved as our 1st slide and Halloween Safety Tips – Slide B was approved as our 2nd slide. Slide A will be requested to be run the first part of October and slide B will be requested to be run the end of October. Officer McCoy will provide copies to San Bruno Cable.



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- c. **San Bruno Police Department's Emergency Contact Distribution Update:** After a discussion, Roberto selected the Bay Hill area consisting of Carl Jr.'s and the group of businesses including Extreme Pizza. Frank selected all the businesses along the south side of the strip mall. Peter selected all the rest of the businesses in the strip mall. Nawied selected the businesses in the Mills Square area on ECR and along Camino Plaza.
 - d. **Committee Goals** – Committee members were requested to bring their goals for the committee.
 - e. **By-Laws** – Committee members were asked to review the existing By-Laws and bring their suggested needed changes.
 - f. **City Web Site** - Committee members were asked to review the 2 City web sites where the Crime Prevention Committee is mentioned and BRING examples of specific changes needed.
 - g. **Community Preparedness Emergency Preparedness Day** – Roberto volunteered to man our information table space Saturday Sept 21st from 11 a.m. to 1 p.m. IF the event is still a go. Riechel will advise the Community preparedness committee chair and will provide Roberto with the needed handouts and our committee banner.
 - h. **Upcoming Chair & Vice Chair elections** – Chair Riechel gave a brief background on the requirements for holding these two positions; nominations will be held at our November meeting, with elections at our December meeting. The position of recording secretary will be appointed after the elections.
 - i. **Information Booth at San Bruno Chamber Farmers Market** - Riechel discussed the opportunity to man a free San Bruno Chamber booth on Sunday November 3rd, 10th, 17th, or 24th from 10 a.m. until 2 p.m. to provide an opportunity to showcase our committee and hand out our information. No decision was made.
8. **Adjournment:** Nawied moved and Peter seconded the motion to adjourn the meeting at 20:25. Motion passed. Meeting adjourned at 20:25

Minutes taken and transcribed by Robert Riechel